



Maryland State Arts Council Executive Committee

MINUTES
August 23, 2022
Google Meet

The Executive Committee shall have general supervision of the affairs of the Council, make recommendations to the Council, and shall perform other duties as specified...

In attendance: Jackie Copeland, Lily Bengfort, Shelley Morhaim, Julie Madden, Steven Skerritt-Davis, Laura Weiss, Emily Sollenberger, Keyonna Penick

Jackie called the meeting to order after reading the guiding documents at approximately 11:00 a.m.

Shelley made a motion to approve May 17, 2022 Executive Committee meeting minutes. Julie seconded. All approved.

National Assembly of State Arts Agencies Update

Jackie met with President and CEO Pam Breau from the National Assembly of State Arts Agencies and other board members from across the country. Jackie shared three things NASAA is focusing on this year.

- Advocacy- advocating for the arts, they are non partisan, and realize the advocacy role is shifting. Social justice advocacy groups can't do it on their own. Embrace legislation but they have to remain non partisan
- Equity- equitable practices within staff and grant making; number one priority to advance equity acknowledgement. Recognize all state agencies are different and are building goodwill with federal agencies like the NEA
- Resiliency- addressing burnout within ourselves and staff, they want to help organizations address resiliency

Steven and Nicholas Cohen of Maryland Citizens for the Arts presenting on behalf of Maryland during the upcoming NASAA Assembly in Kansas City, MO in September.

Executive Director's Report:



- Grants Director: hired, start date August 23, 2022. Thanks to Tammy and Laura for stepping in during the interim period.
- Deputy Director: posted
- Regional Events Planner: vacant as a result of Lillian Jacobson's departure; position being reevaluated around current needs
- Poetry Out Loud contractor: in the process of hiring someone to manage the program overseen by the Arts in Education director

Staffing Discussion

- Preparing over the target request for FY24 which includes an ideal staffing chart that's organized and also adds positions.
- the department can only submit one request a year.
- staff situation is not tenable, not sustainable
- Councilors can collaborate with MCA to ensure the request makes it into the current Governor's budget
- Build capacity - one of our strategic plan priorities

Steven will follow up with Assistant Secretary, Tom Riford to discuss scheduling a meeting with the Executive Committee and Mike Gill.

Strategic Planning Discussion:

Annual Reporting time

- Reports themselves are falling short of vision
- Opportunity to leverage report for the things needed; also to improve communication of the impact
- Aim for next year reports to tell more robust stories

Arts Relief Update:

General Operating Support

- Guidelines approved, application building
- Expect applications to open ~Sept 1
- Info sessions offered by program

Project Support & Emergency Grants

- Wrapping up program-specific info sessions
- Sessions well attended, high application numbers
- Leveraging connections with A&E districts, seeing a rise in applications
- On a good track to spend all project support and emergency grants funds

Grants for Artists

- Set to launch in January
- Info sessions Aug 29, Oct 27, Dec 16



Folklife Investment

- Finance Committee Reschedule

The Department is very impressed with how efficiently everything came together and there has been amazing feedback on how we've been able to get the word out. Additional bodies and additional support needed to make MSAC even better. The turnover is caused by the toll over capacity is taking on staff.

FY23 Surplus:

\$1,040,389.23 total in FY22 funds available in FY23 through grant prepayment

ED priorities are staffing then moving money into grant programs.

- Hefty marketing budget; if depleted then move to marketing. Marketing has always been a challenge. A tagline would be another way to get the word out.
- Staff: public art very important; \$100-150K for public art.

Considering ED and staff priorities, councilors suggest half towards staffing and divide the rest among grants programs.

Special Requests Revision:

- Process underway, did not fund that in the regular budget, either in surplus or funds that become available during the year.
- Editors met and will meet again in upcoming weeks to make recommendations to the Program Policy and Evaluation committee in October for a final vote in November.

Internal Audit findings:

Procedures around checking financials in GFO program; refining process making sure fine tuned and clear.

Strategic Planning

Proposed Timeline

- Sept-Oct 2022 - RFP Development
- Nov 2022 - RFP Solicitation
- Dec 2022 - Proposal Review and Selection
- Jan-July 2023 - Plan Development
- Aug-Oct 2023 - Drafting
- Jan 2024 - Plan Launch

Goals

- Create a committee; open to board members and staff



- Gauge interest at September council meeting
- Research past consultants RFPs before considering a consultant for hire
- Increase clarity of plan and implementation
- Spend planning money effectively
- Make it as user friendly and helpful as possible
- Feedback and assessment focus to guide us

Staff shared that the current strategic plan feels like a living breathing document and how it has been one of the most comprehensive experiences had with a strategic plan that includes guide posts and benchmarks.

Review September Council Meeting Agenda (Penick)

- Executive Director Report
- Staffing Update
- Strategic Planning (included in the Ex Comm report. Jackie will gauge interest and lead the discussion)
 - Review of Councilor Roles and Responsibilities
 - Staff Reports
 - Finance Committee/Fiscal Report
 - PPE Report
 - EDI Sharing

New Business

New councilor Bonnie Fogel's orientation went well, she will be a good addition. Julie will serve as her board buddy.

Council agreed on virtual attendance for the September council meeting. Councilors mentioned Owl works for hybrid meetings.

Approximately 12:15 p.m. adjourned.